



The University of Vermont Sponsored Project Administration

InfoEd Training Web Site <http://www.uvm.edu/~infoed/>
InfoEd Login <https://spogi.uvm.edu/>

Expanded Proposal View Access October 2010

08-09-11

History

The InfoEd Proposal Tracking (PT) System provides view access to proposal records to certain roles that are assigned by Pre-Award Services. The roles of Department Administrator, Department Chair and Dean permit users to view proposals within their designated department(s).

Problem

UVM Administrators have voiced frustration with limitations of the security system. They currently cannot see proposals that include their faculty/staff if it lies outside their designated department. As UVM's collaborative research grows, this limitation hampers their ability to manage personnel salary distributions.

Solution

With UVM's recent upgrade to InfoEd Version 12.801.06 software, we gained ability for expanded security options. Administrators have always been able to view all proposals assigned to their departments. Administrators will now be able to also see proposals outside their department if one or more of their faculty/staff are included on the proposal budget.

This feature was activated on October 15, 2010.

Impact on Administrators (Department Administrators, Department Chairs, Deans)

- Administrators can always view proposals in their own departments
- With this expansion, Administrators can now also view specific proposals in other departments if one or more of their faculty/staff appear on that specific proposal's budget.
- The InfoEd Reporting Tool results will expand to include all proposals available to the Administrator

Impact on Principal Investigators (PIs)

- PIs currently view all their own proposals (where they are named as the PI). This will not change.
- What has changed is the list of people who can see a PI's proposal
 - Formerly, only the PI's business manager, chair and dean can see the PI's proposals
 - This expansion allows the business manager, chair and dean of all personnel listed in the proposal budget to see the specific proposal. Note: Keep in mind that these people already see the proposal (in paper version) when it is submitted for routing and approval. The only difference is that those people can now see the proposal electronically in InfoEd going forward. This will enable much more efficient processing of payroll distribution forms once the proposal is awarded.